

## ELECTRONIC MEMORANDUM

**TO:** Human Resources Directors

**FROM:** Sam Wilkins

**DATE:** March 14, 2007

**SUBJECT:** Employment Eligibility Verification Form (I-9) Update

Certain documents currently contained on List A of the I-9 are no longer acceptable. The U.S. Citizenship and Immigration Services (USCIS) website has a “Special Instructions” section (<http://www.uscis.gov/i-9>), which reflects changes to five of the ten documents contained on List A of the I-9 form. The following documents have been eliminated:

Certificate of U.S. Citizenship/*Form N-560 or N-561* (List A #2)

Certificate of Naturalization/*Form N-550 or N-570* (List A #3)

Permanent Resident Card or Alien Registration Receipt Card with photograph/*Form I-151* (List A #5). ***Form I-551 remains an acceptable List A document***

Unexpired Reentry Permit/*Form I-327* (List A #8)

Unexpired Refugee Travel Document/*Form I-571* (List A #9)

The USCIS website also lists an additional document accepted under List A #10 for employment eligibility purposes. This document is entitled Employment Authorization Document/*Form I-766*.

For additional information or detailed instructions on completing I-9 forms, agencies may refer to <http://www.uscis.gov> (scroll down to the “For Employers” link on the left side of the page).

If you have any questions or comments regarding completing I-9 forms, please contact your HR Consultant at (803) 737 – 0900.